

Removal Data Entry Checklist

SITE STATUS (Check applicable):

[Create New Site] Date
[Update Existing Site] Date

OSC:

- ❖ If new site, please fill out all Site Level details below. Site Name/Address/SSID should match the SSID requested through Finance and should match on all documents.
- ❖ If existing site, only required to fill out the items marked with *, unless the current site data in SEMS has changed.

SITE LEVEL DETAILS:

➤ SITE NAME*:

Update existing SEMS Site Name as listed above

➤ SSID*:

➤ DSN/STATE ID:

➤ ADDRESS:

Tribal Involvement:

➤ CITY:

STATE:

COUNTY:

ZIP:

➤ LATITUDE (decimal): +

LONGITUDE (decimal): -

Collection
Method:

ACTION STATUS:

[Add New Activity]

[Update Existing Activity]

WORK PACKAGES to be updated/added:

Check Actions as applicable:

Removal Assessment:

GOVT (Fund) Removal Assessment (RS)

Check as applicable:

Action Start/Completion date:

[Start]

*Req'd doc: Initial Polrep

[Completion]

*Req'd doc: Final Polrep

Takeover

[TO] = Original Action
taken over

[TN] = New action
resulting from takeover

Removal Actions:

GOVT (Fund) Removal (RV)

Non-Time Critical

Time-Critical

Emergency

[Start]

*Req'd doc: Initial Polrep

[Completion]

*Req'd doc: Final Polrep

[TO]

[TN]

Action Memo (AM) (Includes Special Bulletins)

[Completion]

*Req'd doc: AM/SB

PRP Removal w/ Enforcement Instrument (BB)

Non-Time Critical

Time-Critical

[Start]

*Req'd doc: Initial Polrep

[Completion]

*Req'd doc: Final Polrep

[TO]

[TN]

UAO (Include CCDS form) [Completion]

AOC (Include CCDS Form) [Completion]

PRP Removal Finish - Completion/Certification Letter to PRP

[Completion]

*Req'd doc: Completion Letter to PRP

PRP Emergency Removal w/ no Enforcement Instrument (PJ)

[Start]

*Req'd doc: Initial Polrep

[Completion]

*Req'd doc: Final Polrep

[TO]

[TN]

Note: Media, Contaminant of Concern, Human/Eco designation, and Cleanup volume are required for all Removal Completions.

Media:	COC:	Human:	Eco:	Cleanup Vol:	Units:
Media:	COC:	Human:	Eco:	Cleanup Vol:	Units:
Media:	COC:	Human:	Eco:	Cleanup Vol:	Units:
Media:	COC:	Human:	Eco:	Cleanup Vol:	Units:
Media:	COC:	Human:	Eco:	Cleanup Vol:	Units: